



*The goal of the Lenexa Fire Department Prevention Division is to reduce the loss of life and property and promote safety through public education, code enforcement, and inspection activities. To achieve this goal, the Lenexa Fire Department Inspection Division completes annual inspections of all businesses within the City of Lenexa.*

*This information is provided to help you better understand some of the **most common violation items** and should help you prepare for your inspection. The Fire Department's main objective is to ensure your business is current with the codes and will provide a safe working environment for you, your employees, and your customers. This is a list of the most common violation items and is **NOT** a list of all possible violations.*

### Lenexa Fire Department Inspection Check List for Occupants

**Address** - Must be located on the front & back of the building with a minimum size 5 inch numbers in contrasting colors to the background and must be visible from the street.

**Certificate of Occupancy Permit** - All occupants are required to have a C of O and it must be posted in a visible location.

**Ceilings** - In a sprinklered occupancy **all** ceilings tiles must be in place.

**Cylinders & Bottles** - All pressurized cylinders must be properly secured, either in a cylinder cart or chained to the wall.

**Door Locks** - Doubled keyed locks, deadbolts, hasps, padlocks, bars, and chains shall not be installed on marked exits.

**Electrical Outlet & Switch Covers** - Must be in place on all electrical devices.

**Electrical Panels** - Shall have all open slots properly covered and 36 inches of clearance in front of all electrical panels.

**Electrical Power Strips** - Can be used as an extension cord if they are circuit breaker protected. They must be plugged directly into a wall outlet (No daisy chaining).

**Electrical Rooms** - Must be identified on the exterior of the door and cannot be used as storage areas.

**Emergency Lighting** - Shall illuminate the means of egress and operate on battery (DC) power.

**Exit Corridor & Path** - Shall maintain a minimum of 44 inches of clear path at all times for occupancies with over 50 people and 36 inches for occupancies with less than 50 people.

**Exit Signs** - Shall be posted to show exit path. All exit bulbs shall operate on normal (AC) power and battery (DC) power.

**Extension Cords** - Shall not be used for permanent wiring (Less than 90 days) and cannot run through walls, ceilings, doorways, floors, or windows.

**Fire Extinguishers** - One for every 3,000 square feet and 75 feet of travel on every floor level. Minimum size 2A-10BC secured visibly 3-5 feet off the floor. All fire extinguishers shall have a current inspection tag showing an inspection within the last year.

**Heating Equipment** - Heating equipment must have proper clearance; 30 inches to access and 18 inches around perimeter.

**Idle Pallet Storage** - Indoors, groups of 4 stacks, 6 feet tall, 8 feet apart from other groups, and 25 feet from combustibles.

**Means of Egress** - Shall be an unobstructed and a continuous way of travel including the access to the exit, the exit itself, and the exit discharge.

**Sprinkler Clearance** - Storage must remain at least 18 inches from sprinkler heads and 36 inches from early suppression fast response (ESFR) sprinkler heads.

**Sprinkler Heads** - Shall be replaced when damaged, dirty, or painted. Must have a minimum of 3 replacement heads for each type used in occupant and one sprinkler wrench. All escutcheon collars must be in place.

**Sprinkler Rooms** - Must be identified on the exterior of the door and cannot be used as a storage area.

**Sprinkler System Inspection** - Shall have a current inspection tag showing an inspection within the last year.

Upon completion of your inspection, you will be given a detailed explanation of any violation noted. You will receive a copy of your inspection. A re-inspection will occur approximately 30 days from the time of the initial inspection to ensure any violations have been corrected. We are committed to working with you to bring your occupancy up to the current adopted city codes.

If you have any questions regarding your inspection, please feel free to contact the Lenexa Fire Department Fire Prevention Division at (913) 888-6380 from 8:00 a.m. to 5:00 p.m. Monday thru Friday.